

Detailed Test Kit Steps for OraQuick Test Procedure

The manufacturer's test package insert is the primary source of directions on how to conduct the test and must be followed explicitly. Each site that provides rapid tests must have a copy of it and the insert for external controls. The following supplements those instructions.

1. Gather materials

- *Test kit materials:* an unopened test kit pouch, test kit stand, specimen collection loop, lab slip/CIF, client number stickers, gloves, workspace cover, laboratory insert instructions
- *Fingerstick materials:* puncture device, alcohol wipe, sterile gauze or cotton balls, bandage
- *Testing space items:* biohazard container, thermometer, clock/timer, good lighting

2. Examine test kit pouch

- Test pouch must be unopened, to protect absorbency of test kit pad
- Test pouch should be at "room temperature" – between 59° and 80° F. If test kits are stored refrigerated, allow to come to room temperature before operating.
- Side of pouch with test kit in it must contain an absorbent packet. If not, dispose of entire pouch and use a new one.

3. Record lot number

- Lot number is stamped on bottom right of package; record this number on lab slip

4. Record expiration date

- Expiration month and year is stamped below lot number. Kit expires at the end of the month and year stamped. Discard kit if expired. (Remember to document expired kits on inventory log.)

5. Record initials

- Record initials of counselor operating the test kit and reading the results on the lab slip.

6. Open pouch, remove vial

- Feel the pouch to determine which side contains the vial of reagent. Open only that side of the pouch. Remove vial and set pouch aside.

7. Affix client number to vial

- Affix client number to back of vial vertically, so the number will be visible when the vial is inserted into test kit stand.

8. Affix client number to CIF/lab slip

From the same sheet of numbers, affix a sticker to the CIF, lab slip, and any other paperwork which must be linked. (e.g., consent form, etc.)

9. Open vial and put in stand

Open the vial by gently rocking the lid back and forth. Insert into the stand by sliding the vial in from the top. Ensure that the vial is seated fully in the stand, and that the client number is visible.

10. Put on gloves

- Universal precautions require that all health care providers use gloves when dealing with potentially infectious fluids. Use gloves to collect fingerstick blood samples, and when handling used test kits and vials, or any other materials that have come into contact with potentially infectious fluids.

11. Collect sample

- Follow all directions according to your fingerstick device and phlebotomy training to puncture finger; touch the “loop” to the drop of fingerstick blood until blood fills loop.

12. Visually examine loop

- Examine loop carefully to ensure that the entire loop is filled with blood.

13. Stir in sample, loop to biohazard

- Use the loop to stir the sample into the vial of reagent. Discard the loop into a biohazard container when finished. Discard any other materials that have contacted potentially infectious agents in biohazard containers according to site guidelines.

14. Examine vial – fluid pink?

- Carefully examine vial to ensure that the fluid in the vial appears pink. If not, discard and start over.

15. Insert test kit

- Open the other side of the pouch, and remove the test kit without touching the absorbent pad. Carefully insert the test kit into the vial. Ensure that the pad is touching the bottom of the vial and the test kit window is facing forward.

16. Record start time

- Record the time on the lab slip in the space labeled “Begin Test - Time.”

17. Record temperature

- Record the temperature on the lab slip in the space labeled “Begin Test - Temperature.”

Notes:
